

STATE OF HAWAII
COUNTY OF HONOLULU

DEPARTMENT OF THE ATTORNEY GENERAL
OFFICE OF CHILD SUPPORT HEARINGS
601 KAMOKILA BLVD., ROOM 436
KAPOLEI, HI 96707
CASE NO.: _____

SUBPOENA

In the Matter of _____,

Party Requesting Subpoena:

Responsible Parent.

NAME: _____

☐ Responsible Parent ☐ Custodial Parent

SSN: _____

CSEA No.: _____

TO:

Name of person being served

Street address/post office box

City/State/Zip/Telephone

Alternate address

City/State/Zip/Telephone

YOU ARE COMMANDED TO: (check all that apply)

☐

Appear and testify in the above-entitled contested case hearing at the place, date, and time indicated below.

☐

Produce, permit inspection and copying of the following items at the place, date and time indicated below.

DOCUMENTS TO BE PRODUCED:

Date of Hearing: _____

Hearings Officer: _____

Time of Hearing: _____

Location of Hearing: _____

Signature of Hearings Officer

Dated: _____

PROOF OF SERVICE

I certify that this subpoena was received and served as follows:

☐

By delivering a copy of this subpoena to the person named above.

☐

This subpoena WAS NOT served for the following reasons: _____.

Date served: _____.

Printed Name of Server

Signature of Server

SUBPOENA INFORMATION

Subpoenas for administrative child support hearings conducted by the State of Hawaii Office of Child Support Hearings are issued and served in accordance with Hawaii Revised Statutes §§ 576E-2(1); 576E-10(d)(4); 576E-18 and Hawaii Administrative Rule § 5-34-13.

Preparation and Service of Subpoena

The party requesting issuance of the subpoena shall be responsible for preparation and service of the subpoena and for tendering payment of any fees for attendance and mileage required by law.

The party requesting issuance of the subpoena shall submit the completed subpoena to the presiding Hearing Officer for signature along with a stamped, self-addressed envelope for return of the original subpoena to the requesting party for service.

Service of a subpoena upon a person named therein shall be made by delivering a copy thereof to such person and by tendering to such person the fees for one day's attendance and the mileage allowed by law.

Unreasonable or Oppressive Subpoenas Not Permitted

Upon motion timely made, or upon the Hearing Officer's own motion, the Hearing Officer may quash or modify the subpoena if it is unreasonable or oppressive.